

MINUTES OF THE IQAC MEETING

Date: 16th of May 2024

Venue: IQAC Office, Haji Anfar Ali College, Doboka

Time: 11:30 am

Attendees:

Chairperson: Dr. Mamun Azam Barbhuiya

Coordinator: Abdul Hamid Talukdar

IQAC Members

Agenda of the Meeting:

1. Proceeding of the last meeting
2. Recommendations of NAAC Peer Team
3. Others

Today, on the 16th of May 2024, a meeting of the IQAC is held at 11:30 a.m. in the Office of the IQAC, Haji Anfar Ali College, to discuss the set agenda. The meeting is convened by the IQAC and it is chaired by Dr. Mamun Azam Barbhuiya, Principal, Haji Anfar Ali College. At the very outset of the meeting, the IQAC Coordinator briefed the House about the agenda and read the Resolutions of the previous meeting of the IQAC held on 28th of February, 2024. The House discussed the agenda of the meeting one by one and all the members present in the meeting took active part in the discussion and also expressed their views and suggestions on the follow-up actions taken by the IQAC based on the resolutions adopted in its previous meeting. The House also discussed the recommendations of the NAAC Peer Team and its implementation. After an extensive discussion, the House unanimously adopted the following resolutions:

Resolution No-1:

In line of Resolution No-2 (i) of the IQAC meeting dtd. 28/02/2024, the department has identified the titles for the Certificate Courses which have been forwarded to DHE, Assam for information.

As such, the House unanimously resolved to authorize IQAC Coordinator is to expedite the Course design process by communicating with the HoDs and collect the Courses at the earliest.

Resolution No-2:

The House unanimously resolved to upgrade the Certificate Course in Compulsory Basic Computer Education for All (CBCEA) to Diploma Course. The IQAC is tasked with facilitating this upgradation and ensuring its commencement in the next Academic Session.

Resolution No-3:

The House unanimously resolved to conduct the Administrative, Academic, Energy and Green Audit by recognized firm/institution and Chairperson cum Principal is requested to initiate the process.

Resolution No- 4:

As part of the best practices, the House unanimously resolved to observe 5th of June 2024 as 'No Drive Day' on the occasion of **World Environment Day** to raise awareness in the locality of Doboka about environmental pollution and its consequences. A Street Drama will be staged on this occasion.

Resolution No- 5:

To gather feedback and to improve academic and support services, the House unanimously adopted a resolution to conduct the Students' Satisfaction Survey both in offline and online mode.

Resolution No- 6:

The House unanimously resolved to furnish the data of FDP under MMTT completed by the faculty members and IQAC Coordinator is requested to design a format for reporting FDP details of the faculty members.

Resolution No- 7:

To promote renewable energy usage, the House unanimously resolved to install Rooftop Solar Panel at Women's Hostel, Haji Anfar Ali College.

Resolution No- 8:

The House adopted a resolution that drinking water facilities to be facilitated in the college canteen for convenience of both students and the staff.

Resolution No-9:

To foster a research culture among the faculty members, the meeting resolved to encourage faculty members to publish research papers and books. Additionally, Departmental Class Routines will be uploaded to the Department Portal for students' easy access

The meeting concluded with thanks extended to all the members by the Chairperson Dr. M. A Barbhuiya.

Minutes Recorded by: Abdul Hamid Talukdar, Coordinator

Minutes Approved by: DR. Mamun Azam Barbhuiya, Chairperson


16/05/24
Principal
Haji Anfar Ali College
Doboka : Hojai : Assam